



NOAA

OFFICE OF THE CHIEF
ADMINISTRATIVE OFFICER
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION



NOAA Transit Subsidy Program

NOAA offers the non-taxable transit-fare subsidy program to encourage you, a federal employee, to use public mass transportation while commuting to and from work. Qualified employees are provided with a monthly benefit based on your distance to and from work. (Parking fees are not included in this benefit.)

The transit subsidy program is a benefit, not an entitlement.

Any form of fraud, waste or abuse of this transit subsidy benefit can result in immediate termination of your transit benefits.

Monthly Subsidy Benefit Allowance

Effective January 1, 2014, the monthly maximum subsidy transit benefit allowance is \$130. Unused benefits do not carry over to the next month. It is returned to your organization.

Modes of Transportation for Actual Commuting

If your commute involves one or more of the following modes of transportation, you are eligible for transit subsidy benefits:

- Commuter Bus
- Commuter Train
- Metro Bus
- Metro Rail
- Approved Van Pool
- Ride-On
- PRTRC
- Ferry

Applying for Transit Benefits

Information, and forms, on applying for transit benefits can be found at the NOAA Transit Subsidy Management Program website, www.corporateservices.noaa.gov/facmd/transit_subsidy_program/.

This website is continually updated with information on transit subsidy benefit changes, rulings, contact information, TRANServe bulletins, and forms.

Beginning in June 2014 the Transit Subsidy Benefit Program will be going electronic. This means that all new applications, replacement cards, increase/decrease applicants and change of address or Line/Staff Office will be submitted electronically through the Department of Transportation's TRANServe web-based system.

Point of Contact Information

Each organization within NOAA has a Point of Contact (POC). The POCs role is to assist you in processing your subsidy application and answer any questions or problems you may have with the transit benefit program.

Line Office Contacts:

National Environmental Satellite, Data and Information Service (NESDIS)	marian.katz@noaa.gov	(301) 713-7066
National Marine Fisheries Service (NMFS)	jan.charity@noaa.gov	(301) 427-8053
National Ocean Service (NOS)	jeffrey.harrison@noaa.gov	(301) 713-3050 x166
National Weather Service (NWS)	yvette.garnett-singleton@noaa.gov	(301) 713-0420 x123
Office of Oceanic and Atmospheric Research (OAR)	yolanda.cooper@noaa.gov	(301) 734-1125
Office of Program Planning and Integration (PPI)	tejuana.hickerson@noaa.gov	(301) 713-1622
Office of Marine and Aviation Operations (OMAO)	harrie.a.cherry@noaa.gov	(301) 713-7695

Staff Office Contacts:

Office of General Counsel (GC)	gina.jackson@noaa.gov	(202) 482-4221
Workforce Management Office (WFMO)	theresa.berry@noaa.gov	(301) 713-6365
Acquisition and Grants Office (AGO)	allen.hueffmeir@noaa.gov	(301) 628-1372

Corporate Office Contacts:

Chief Administrative Office (CAO)	rita.e.argueta@noaa.gov	(301) 713-2220 x181
Chief Information Office (CIO)	comerleta.cooks@noaa.gov	(301) 628-5747
Chief Financial Office – Germantown, MD (CFO)	karen.mclane@noaa.gov	(301) 713-2220 x181
Chief Financial Office – HCHB (CFO)	barbara.l.beasley@noaa.gov	(202) 482-2466
Office of the Under Secretary (USEC/OED)	james.leduc@noaa.gov	(202) 482-0965

Do's and Don'ts

DO get and register a separate SmarTrip Card for work usage.

DO use the transit benefit for your daily commute to and from work.

DO calculate your monthly benefit amount as accurate as possible.

DO keep your application information updated.

DO contact your POC if you have any questions or need guidance.

DON'T give, sell or transfer your transit benefit to anyone else.

DON'T certify for more than your actual monthly estimated commuting cost.

DON'T use your benefits for personal use or other work activities outside of your commute.

Frequently Asked Questions

Visit DOT's TranServe FAQ website at <http://transerve.dot.gov/faq.html>.

SmarTrip applications take up to 5+ working days to process (i.e. Metro Rail, Bus or Ride-On Buses).

Submit Debit Card applications by the 10th of the month to receive the following month's benefits (i.e. VRE, MARC, Van Pools, etc.)